

Focused Leadership Program Outline FY20

Focused Leadership is an intensive executive coaching program designed for high-performing senior managers (grade 60 and above) who have a current and pressing challenge that is best addressed through one-on-one coaching. The fee for this program is \$1200. Please note: Universal Manager Training is a pre-requisite for participation in Focused Leadership.

| <u>Session/Event</u> | <u>Date/Timeframe</u> | <u>Commitment</u> |
|---|-------------------------|---|
| Mandatory Information Session | Sept. 9 or Sept. 18 | 3:00 p.m. – 4:00 p.m. 9:00 a.m. – 10:00 a.m. |
| Application deadline | Sept. 19 by 5:00 p.m. | |
| Pre-work: Complete the LEA 360° assessment | October 3 to October 31 | 45 min. plus assigning observers |
| Session 1: 360° Feedback session <i>Christina Finegold, Harvard University Center for Workplace Development</i> | November 7 | 9:00 a.m.- 3:00 p.m. |
| 360° Meeting: In-depth review of individual results with a coach who is certified in the tool and your coach | November 8 to 20 | One hour |
| Session 2: Immunity to Change <i>Victoria Schubert, Harvard University Center for Workplace Development</i> | November 21 | 9:00 a.m.-3:00 p.m. |
| Session 3: Creating the Individual Development Plan <i>Sue Coyne, Harvard University Center for Workplace Development</i> | December 5 | 9:00 a.m.-3:00 p.m. |
| Coaching session 1 | Week of Dec. 9 | One hour |
| Coaching session 2 | Week of Jan. 12 | One hour |
| Coaching session 3 | Week of Feb. 3 | One hour |
| Session 4: Group Check-in - Individuals Report on Progress-to-Date | February 13 | 9:00 a.m. – 11:00 a.m. |
| Coaching session 4 | Week of Feb. 24 | One hour |
| Coaching session 5 | Week of March 16 | One hour |
| Session 5: Sustaining Progress <i>Christina Finegold, Harvard University Center for Workplace Development</i> | April 2 | 9:00 a.m.-12:00 p.m. |

Registration information is available through local Human Resource offices or by contacting the Harvard Leadership Development Program at CWD_HLDP@harvard.edu. **Applications are due by September 19** and pre-work will be sent October 3.